



Human Resources Department

SAN LUIS OBISPO COUNTY

Tami Douglas-Schatz,
Director

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TO: ALL NEW ELECTED AND APPOINTED OFFICERS
AND ELIGIBLE COUNTY EMPLOYEES

FROM: CECILIA FONTES, BENEFITS COORDINATOR

SUBJECT: LIFE INSURANCE AND LONG TERM DISABILITY PLAN (LTD)

Life Insurance

Please review the material in this packet for valuable information regarding your Life Insurance benefit. The County provides Basic Term Life Insurance to selected officers and employees at no cost. The benefit provides \$50,000 in term life insurance to General Management employees and \$30,000 for Operations and Staff Management, Confidential Employees, Deputy County Counsel, Deputy District Attorneys, and District Attorney Investigators. ***You must complete the enclosed Life & Disability Income Insurance Enrollment Form even if you do not apply for supplemental coverage (described below).***

In addition, the County makes available a Supplemental Life Insurance option offered through ReliaStar Life Insurance Company. The attached documents describe your options to purchase additional term life insurance over the amount provided by the County's Group Term Life Insurance Plan, as well as term life insurance for your spouse and dependent children. The purchase of Supplemental Life Insurance is voluntary. The entire cost of the supplemental life insurance coverage is paid by the employee through payroll deductions.

Note: Most new employees will experience retroactive charges for supplemental life insurance premiums to pay for their first month of coverage. The amount of retroactive charges will depend in part on the date of application.

Long Term Disability (LTD)

The County provides Long Term Disability coverage for elected officials, permanent Management and Confidential employees, and employees in eligible bargaining units, at no cost to the employee. This coverage is underwritten by ReliaStar Life Insurance Company. Please review the materials in this packet for important information regarding your LTD benefit, and **complete the enclosed Life & Disability Income Insurance Enrollment Form.**

For further information on your Life and LTD benefits contact Risk Management at 781-5007.

RETURN THE COMPLETED ENROLLMENT FORM TO YOUR DEPARTMENTAL PAYROLL COORDINATOR